

PREPARE IN DUPLICATE

1. TITLE OF REPORT (If a fill-in report include Form No.)

Air Pouch Weights

2. TYPE OF REPORT

☒ STATISTICAL  
☐ NARRATIVE  
☐ MACHINE-MADE LISTING

3. FUNCTIONAL AREA

☒

PERSONNEL  
LOGISTICS  
MEDICAL

TRAINING  
SECURITY  
FINANCE

ADMIN. GENERAL  
OTHER (specify)

4. NO. OF COPIES PREPARED

1

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Daily

6. DISTRIBUTION (No. of components not number of copies)

1

7. FORMAT (memorandum, form, computer print-out, etc.)

Local Feeder Report

8. ADP PROCESSING

☒ YES  
☒ NO

IF YES GIVE ADP PROCESSING NO.

9. DIRECTIVE AUTHORITY REQUIRING REPORT

Chief, [ ]

STA

10. PREPARING COMPONENT (include lowest level contributing information to report)

Stock Control Branch

11. FEEDER REPORTS (State total number and identify by title, Form No., or nomenclature. Attach separate sheet if necessary)

## 12. COST FACTORS

### A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	<input checked="" type="checkbox"/>	HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/>	TIMES PREPARED	=	COST PER YEAR
5	3.78		1/6		.63		252		158.76
13	8.06		1/60		.14		252		35.28

46 hrs

### B. COSTS OF COMPUTER PRODUCED REPORTS

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TOTAL COSTS PER YEAR

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

Daily feeder report for statistical report prepared by [ ]

STA

## 14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

☒ RETAIN AS IS  
☐ CHANGE  
☐ DISCONTINUE  
☐ OTHER (explain)

ESTIMATED SAVINGS

MAN-HOURS DOLLARS

STA

16. DATE OF INVENTORY

28 Sept 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

Chief, Stock Control Branch, [ ] SD/OL

18. EXTENSION

[ ] STA